

Public Documents Highlights



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DiMario Named 17th Superintendent of Documents



DiMario

Public Printer Danford L. Sawyer, Jr. appointed Michael F. DiMario as the 17th Superintendent of Documents effective March 6, 1983. He succeeds Raymond M. Taylor, who had held the title since May 10, 1982. Taylor has become Special Assistant to the Public Printer.

DiMario has had a varied executive career at the Government Printing Office since joining the agency in 1971, and was Deputy Superintendent of Documents from December 1981 to October 1982. Since that time, he has been Assistant Public Printer for Procurement.

He has attended the Advanced Management Program at the Harvard University Graduate School of Business Administration and the Federal Executive Seminar in Kingsport, N.Y. He also has a law degree.

His first position at the GPO was as a personnel security specialist, advancing to staff assistant to the Administrative Officer. In June 1972, he was named Assistant Administrative Officer, and in September 1973 was appointed Director of General Services as well as Acting Security Officer.

DiMario became a labor-management relations specialist in June 1974, leaving the following January to enter private law practice in Bowie, Md. He returned to the GPO labor-management staff in November 1977, and the following year was appointed Chief Wage Negotiator.

In December 1978, he became Deputy General Counsel, serving there for the next three years before being named Deputy Superintendent of Documents. Last October, he was appointed head of the newly combined Printing Procurement Department-Materials Management Service.

DiMario received his bachelor's degree cum laude in 1960 from Davis and Elkins College in Elkins, W. Va., and later attended the University of Delaware Graduate School.

In September 1960, he became a commissioned officer with the Air Force Office of

Special Investigations, serving there until October 1967. He left the service to become a civilian investigator for the Defense Intelligence Agency and later was a personnel security specialist at Air Force Headquarters in Washington, D.C. In August 1969, he became Executive Secretary of the Central Civilian Personnel Security Board of the Navy Department Office of Civilian Manpower Management, serving there until joining the GPO.

He received his doctorate degree in law from Georgetown University Law School in 1971. He is a member of the District of Columbia and Maryland Bar Associations, and is admitted to practice before the Supreme Court of the United States and the U.S. Court of Appeals.

DiMario and his wife, Priscilla, live in Bowie, Md., where he is a city councilman.

Hawkins Chairs JCP

The Joint Congressional Committee on Printing has reorganized for the 98th Congress.

New chairman is Rep. Augustus F. Hawkins, D-Calif. Vice chairman is Sen. Charles McC. Mathias, R-Md.

Other members are: Sen. Howard H. Baker, Jr., R-Tenn.; Rep. Rod Chandler, R-Wash.; Sen. Wendell H. Ford, D-Ky.; Rep. Joseph M. Gaydos, D-Pa.; Sen. Mark O. Hatfield, R-Ore.; Rep. Ed Jones, D-Tenn.; Rep. Lynn M. Martin, R-Ill.; and Sen. Claiborne Pell, D-R.I.

Staff director is Tom Kleis.

New Edition of Catalog Out

The second edition of the sales catalog *U.S. Government Books* is out this month, according to Marketing Director Donald E. Fossedal. This lists about 1,000 of the best sellers in the Government Printing Office publications sales program.

Fossedal said there already is a 12.9 percent rate of return on the new marketing program, compared with the national average of 2 percent.

New Classification System For Senate Documents

Senate hearings, committee prints and miscellaneous publications now have the same classification numbering system previously confined to Senate documents and reports. Thus, the expanded method is consistent with the Superintendent of Documents publications classification system.

The Superintendent of Documents classification system has been expanded to include Senate hearings, committee prints and miscellaneous publications.

Complete details were published in the January 1983 issue of *Administrative Notes* (Vol. 4, No. 1).

New Depositories Chosen

Two more libraries have been designated depositories, bringing to 1,373 the total throughout the country.

Receiving the latest certification are the Washington College of Law of The American University in Washington, D.C., and the City University of New York Law School at Queens College in Flushing, N.Y.

Public Documents HIGHLIGHTS is circulated monthly primarily for librarians of the Federal Depository Library Program and mailed at first class postage rates.

Material for use in this publication should be sent to: The Editor, Public Documents HIGHLIGHTS, c/o Superintendent of Documents (SD), Government Printing Office, Washington, DC 20401.

The editor reserves the right to edit and condense all submissions. Comments are most welcome and may be printed if the sender is clearly identified.

Danford L. Sawyer, Jr.
Public Printer of the United States

Michael F. DiMario
Superintendent of Documents

Cataloging Guidelines Finally Published

The long-awaited *Government Printing Office Cataloging Guidelines* will be in the hands of depository librarians by the time this article is being read.

They are in looseleaf form in a notebook binder. Supplements will be issued from time to time through a *Bulletin*.

GUIDELINES contains material originated by the Government Printing Office and developed by the Classification and Cataloging Branch of the Library Programs Service as an internal working document. It does not include the Library of Congress rule interpretations as originally planned; the rule interpretations are available through the Library of Congress *Cataloging Service Bulletin*.

LPS catalogers use *GUIDELINES* in conjunction with a variety of other instructional materials when producing cataloging records for Federal Government publications, the introduction explains.

GUIDELINES has been produced at the request of the Depository Library Council to the Public Printer of the United States.

Individual depository libraries are encouraged to develop cataloging policies and procedures tailored to their own needs.



Scanning the new *CATALOGING GUIDELINES* are, left to right, Library Programs Service Cataloging Section Chiefs Gilbert Baldwin, Jean Ott and Marian White at the Eisenhower facility in Alexandria, Va.

The Census Is Right at Your Fingertips

By Julie M. Eddy

Wouldn't it be convenient to have the census 1790 to 1980 in chronological order right before your eyes?

That is not the case if you arrange your Government documents collection only by the SuDoc Classification number. If you use such an arrangement, several questions must be answered:

Q. What census materials are to be included?

A. We decided to include only those major publications which were results of the 10 and 5-year census enumerations. This decision leaves all of the many other publica-

tions of the Bureau of the Census in their respective SuDocs call number locations.

Q. Do you need an additional call number to arrange documents in this Special Census Section?

A. We devised a unique call number system to make the arrangement more obvious to the user and student shelfer, as follows:

10-year census, 1790-1940—C 3.X: Year

Population census, 1950—C 3.X: Year

Business and economic census, 1948—C 3.X 2Ec: Year (Subdivided into Retail Trade, Wholesale Trade, Service Industries, Outlying Areas, Enterprise Statistics, Minority-owned Businesses, Women-owned Businesses, Other)

Manufacturers—C 3.X 2Man.: Year

Minerals—C 3.X 2Min.: Year

Transportation—C 3.X 2Trans.: Year

Census of Governments, 1957—C 3.X 3: Year

Census of Agriculture, 1925—C 3.X 4: Year

The call number was marked on the spine of each volume above the original SuDocs call number (Shelved with C 3.X 1:940, for example). All of the volumes are arranged by the original SuDocs call number. The new call number also must be added to all appropriate shelf list and public catalog cards.

Q. Where is the Special Census Section located?

A. This depends on the particular circumstances in each library. We chose the begin-

ning of the C 3's in the Documents Collection. We placed yellow signs at the beginning and at the end of the Special Census Section. In addition, we labeled each shelf with yellow tape and the appropriate C 3.X call number. Information explaining the Special Census Section is framed in yellow and attached to the end of the range which holds that section.

Q. How is the user directed from the SuDocs call number found in the Monthly Catalog to the Special Census Section?

A. We placed book blocks at the appropriate locations in the Documents Collection which direct the user to the section (for example: C 3.223/9:970 see C 3.X 1:970).

We have completed the marking and are developing a brochure to explain the extent and arrangement of our census materials. (Eddy is documents librarian at Tutt Library, Colorado College, Colorado Springs, Colo. 80907.)

HELP!

HIGHLIGHTS is not only about you but for you. Therefore, we need material from you.

Have you reviewed any publications lately?

Do you have new procedures that would benefit your colleagues?

What are your views on your profession?

Your byline will be on these articles. In fact, we also could use a photo of you for inclusion with the article.

Photos always are welcome. Let us see what your collection looks like. You do not need to be an expert photographer. With all the new automatic cameras, you literally just aim and "shoot."

We have developed a new production system that will result in HIGHLIGHTS reaching you in a more timely manner. So, help us help you. Thank you. The Editor.

Geographic Subject Headings Present Problems for Documents Catalogers

A little known, and less understood, responsibility falling on the shoulders of Superintendent of Documents catalogers involves the establishment of geographic subject headings.

These headings result after a determination is made whether the heading is jurisdictional or nonjurisdictional. Should the subject heading prove jurisdictional, the established heading must meet the guidelines prescribed in chapter 23 of "Anglo-American Cataloging Rules," 2d edition, and in the Library of Congress rule interpretations for chapter 23.

But if the subject heading should prove nonjurisdictional (i.e.: a river, mountain, historical fort, park, forest, road, building, et cetera), SuDocs catalogers follow the guidelines of the Library of Congress Subject Cataloging Division.

Each prospective heading must be searched in "Library of Congress Subject Headings," 9th edition, and its supplements, to determine if a heading has been established under the "Anglo-American Cataloging Rules," 1st edition. The AACR-I heading then serves as a base upon which the AACR-II heading is formulated.

Next, the Board on Geographic Names gazetteers, or their reference division, is consulted to verify the exact location of the geographic feature in question. Other specialized reference works which may be consulted are: "Visitor Guide to the National Wildlife Refuges," "Index of the National Park System," "Land Areas of the National Forest System," and the "National Register of Historic Places."

After the feature's location is determined, the heading is converted to comply with the AACR-II form. Any abbreviations used must be found in the appendix of AACR-II.

A SuDocs cataloger may encounter a heading such as, "Medicine Lake, Washington," which is both jurisdictional and nonjurisdictional. Normal procedure calls for the publication to be carefully examined to determine whether the lake or the jurisdiction is to be established:

If the heading is a jurisdiction, the Library of Congress authority file is checked.

If the heading does not appear, the Library of Congress Multiple Use MARC System (MUMS) data base is searched.

If the heading still does not appear, the current edition of "Rand McNally Commercial Atlas and Marketing Guide" is checked, and a name authority form is typed for the Library of Congress.

If the heading is not a jurisdiction, the Library of Congress MUMS data base is

searched. The Board on Geographic Names gazetteers are then checked and an authority card submitted to the subject cataloging specialist for verification.

In the example just cited, the AACR-II jurisdictional heading is "Medicine Lake (Wash.), n 81-18590," and the nonjurisdictional heading is "Medicine Lake (Wash.: Lake)."

Major Improvements Noted for Depository Libraries

A number of major improvements were made during Fiscal Year 1982 in the service to depository libraries, according to the annual Superintendent of Documents report submitted to Public Printer Danford L. Sawyer, Jr.

One improvement cited concerned the continued conversion of traditionally printed publication to microfiche. There was a 20 percent growth in this area, from 46 percent in FY 1981 to 66 percent in FY 1982.

Another improvement involves the *Monthly Catalog*. The report noted that at the beginning of FY 1982 the catalog was five months outdated, but by the end of the fiscal year the delay had been reduced to less than a month.

The backlog of uncataloged documents dropped to 8,560 from 15,555 with the assistance of an outside contractor, according to the report. In addition, Federal agencies were encouraged to include the Superintendent of Documents classification number in their reference publications.

Still another major change that was pointed out was the acceptance by the Library of Congress' Geography and Map Division of all of the Government Printing Office's Anglo-American Cataloging Rules. Also, the GPO joined with the National Audiovisual Center and the Library of Congress in an effort to catalog Federal audiovisual material.

The report cited two major changes in the International Exchange Service Program in which the Library of Congress administers it and the GPO distributes the publications to foreign libraries.

The Congress amended Title 44 of the U.S. Code to require that publishing agencies fund the printing and binding costs for all IES publications, and that these agencies reimburse the Superintendent of Documents for distribution charges.

About 90 percent of all IES publications were converted to microfiche, resulting in a significant reduction in program costs, according to the report.

House Member Lauds Depository Library System

A member of the House Subcommittee on Legislative Appropriations complimented the depository library program during hearings last month.

Rep. Corrine C. (Lindy) Boggs (D-La.) noted substantial cost savings in microfiche publications offered to depositories. William F. Klugh, Comptroller of the Government Printing Office, told the subcommittee "... I think we are talking something around \$900,000 a year savings in a combination of printing, postage, et cetera, when you use microfiche."

Mrs. Boggs also lauded the GPO for "... your outreach program to have the brochures and the public service announcements, and informing the public of the privilege they have of really having access to some of the public documents that they don't seem to know about."

She asked Public Printer Danford L. Sawyer, Jr. if it would be helpful for members of Congress to use their newsletters to tell their constituents about depository libraries. He responded, "Yes, very."

Subcommittee Chairman Vic Fazio, (D-Calif.), suggested that a memo be sent from GPO's marketing director, Donald E. Fossedal, and the Superintendent of Documents to all members of Congress "outlining (the documents) program and reminding members ... of what (depository) libraries they have (in their districts)."

Pointing out that "information dissemination is one of our three primary missions," Public Printer Sawyer told the subcommittee that in the future he would like the dissemination of all government information consolidated in the Government Printing Office. He said this would result in economies as well as better service.

937 Bestsellers

The U.S. Government Printing Office has put together a new catalog of the Government's bestselling books. Find out what Government books are all about. Send for your free catalog.

New Catalog

Superintendent of Documents
Washington, D.C. 20402

To Catalog or Not to Catalog—That is the Question (The University of Akron Law Library Experience)

By Andre Martin

In 1974, during the summer doldrums (that strange time which happens many summers between the "special projects" and the opening of school), the documents librarian and the cataloger at The University of Akron School of Law Library were especially bored.

The documents librarian said, "Let's catalog the documents." And the cataloger replied, "Let's." It may sound peculiar, but that is exactly how the cataloging of the government documents was begun at Akron.

At that time, the documents collection consisted of complete sets of all the administrative decisions, a complete set of the *Official Gazette*, a set of the *Federal Register* since the first issue (May, 1936), plus all the other legally-oriented publications of the government prior to 1974.

The University Library had gained depository status in 1964 and had thoughtfully and generously offered the administrative material to the Law Library to house and use, obviating the necessity for the Law Library to purchase its own. In the meantime, the law librarian had purchased back-runs prior to depository designation.

By the time Public Law 95-261 (1978) was passed, providing for law libraries to become depositories, our documents collection was virtually completely cataloged.

The subject, author, and title cards were neatly interfiled with all the rest in the card catalog (much to the chagrin of the filer, who came to hate U.S. Congress, Senate, etc.). The documents are shelved in SuDocs order and have their own shelflist.

Decisions

When the time came, in 1978, for us to apply for depository status, there were a number of decisions to be made, not the least of which was: Shall we continue to catalog? The answer was an overwhelming "yes."

In spite of the Depository Library Council's Guidelines which suggest that 25 percent or more of the items available be selected, we decided that we would be much more selective than that. The Akron-Summit County Public Library and the University Library both had excellent depository collections, as did Kent State University Library, which was only 20 minutes away by expressway. Therefore, the items which were selected were mainly those which the Law Library had been receiving all along.

The major additions were certain annual reports (not all, by any means), reference

materials, which already had been purchased (*Congressional Directory*, *Statistical Abstract*, *Occupational Outlook Handbook*, etc.); some periodical material such as the *Monthly Labor Review*, which had been deemed too expensive and non-essential to purchase; and hearings of specific interest to faculty members.

(The documents librarian would have loved to get all the hearings, but there were space limitations and the University Library did get them all.)

With these specific selections in mind, it was also decided to treat every document just like every other publication which is received. This means that those of a serial nature are cataloged once as an open entry and then checked in through the Kardex. What remained to be cataloged separately would consist almost entirely of individual hearings.

Problems

Until the Law Library began cataloging on OCLC, this decision created a back-log (of about six shelves at any given time) because the documents librarian cataloged them all from the copy in the *Monthly Catalog*, which is always far behind. After the OCLC terminal was installed in August, 1980, all cataloging was done via the terminal. Since then, the backlog is never over half a shelf and those are very recent material.

There have been occasional problems, such as how to enter a multi-volume set of hearings each part of which has an entirely different number. However, the decision to continue cataloging the documents has never been regretted.

The problems and costs involved (OCLC charges, operator time, occasionally the cataloger's or documents librarian's time) have been more than compensated for by increased usage. Although there are no statistics on use, someone always is asking where documents are located and frequently there are piles of them scattered all over the library to be shelved.

Had it not been for the "summer doldrums," the depository material in our collection would still be separate and apart, a mysterious oddity understood only by the documents librarian—as it is in many libraries—rather than being an integral part of its holdings accessible and usable by everyone.

(Martin is Documents Librarian, The University of Akron, School of Law Library, Akron, Ohio 44325.)

Review: World Food Crisis

(*HIGHLIGHTS* encourages reviews by depository librarians of significant recent documents. Please type them double-spaced and send to The Editor. Submissions may be condensed to fit space constraints.)

Will There Be Enough Food? The 1981 Yearbook of Agriculture. Edited by Jack Hayes. (Washington, D.C.: U.S. Government Printing Office, 1981.) xlii, 302p. Cloth. \$7. A 1.10:981. Item No. 17. (Available through GPO, Stock Number 001-000-04257-2.)

A realistic view of food now engenders concern for world shortages, signified by the annual World Food Conferences in Rome and numerous scholarly works published.

We find world population continuing to grow, stagnant production in the developing economies, and a diminishing agricultural base. The optimists among us point to a falling population growth rate, large potential in developing nations for food production, and the promise of scientific and technological advances.

Several of the *Yearbook's* contributions clearly leave no doubt that agriculture is a critical issue; and, although the United States remains well-fed, we can neither supply the world nor transfer our technology intact. We do acknowledge the leadership role as expressed in this *Yearbook's* second section.

Section 3 poses many questions regarding farm production and proffers solutions which include water conservation, scientific techniques for keeping poultry and animals healthy, genetic engineering, and methods for maintaining high-quality soil resources.

Perhaps the most important issue is whether the people will continue to allow unrestrained conversion of approximately three million acres of land to other use each year. Suburban sprawl is infringing on prime farmlands, while much urban land remains unused.

The brevity of some of the many contributions belies their superb content; and the accompanying photos provide graphic evidence for the text. This volume should be included in all libraries regardless of size or clientele. The editor, Jack Hayes, is to be commended for implementing a highly readable, informative, and important addition to depository library collections.

Sandra M. Mohl
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